

# Attorney (Associate Counsel)

#### **TENNCARE OVERVIEW**

TennCare is Tennessee's managed care Medicaid program that provides health insurance coverage to certain groups of low-income individuals such as pregnant women, children, caretaker relatives of young children, older adults, and adults with physical disabilities. TennCare provides coverage for approximately 1.3 million Tennesseans and operates with an annual budget of approximately \$12 billion. It is run by the Division of TennCare with oversight and some funding from the Centers for Medicare and Medicaid Services (CMS).

## WHY WORK AT TENNCARE?

TennCare's mission is to improve the lives of Tennesseans by providing high-quality cost-effective care. To fulfill that purpose, we equip each employee for active participation and empower teams to communicate and work collaboratively to improve organizational processes in order to make a difference in the lives our members. Because of the positive impact TennCare has on the lives of the most vulnerable Tennesseans, TennCare employees report that their work provides them with a sense of meaning, purpose, and accomplishment. TennCare leadership understands that employees are our most valuable resource and ensures professional and leadership development are a priority for the agency.

### JOB AND DEPARTMENTAL OVERVIEW

The Division of TennCare, Tennessee Department of Finance and Administration, is currently seeking a qualified, experienced attorney to be a part of the Chief Medical Office – Medical Fair Hearings (MFH) Division. MFH represents the Division in the resolution of appeals of denied medical services. Specifically, MFH Associate Counsel prepares appeals of medical necessity denials for hearing and represents the Division at the administrative hearing level.

#### **RESPONSIBILITIES**

- Represent the Division in appeals of denied medical services submitted by TennCare enrollees, legal services attorneys, and private counsel.
- Responsible for directing the Legal Assistants in the identification of case information needed including documents generated by the Division, Managed Care Contractors, enrollees, health providers, witnesses, and hearing exhibits.
- Review and update the appeals tracking database as well as provide direction to the Legal Assistants.
- Provide direction related to hearing preparation including hearing exhibits collection and preparation; informing witnesses of hearing procedures; and, reviewing all drafts of case pleadings including affidavits, motions, subpoenas and other documents.

# **MINIMUM QUALIFICATIONS**

Applicants must hold a current, valid license to practice law in Tennessee.

## **DESIRABLE QUALIFICATIONS**

- Experience in regulatory and administrative law.
- Ability to learn complex and new subject areas in healthcare and Medicaid law.
- Ability to maintain excellent professional and interpersonal relationships.
- Ability to take on multiple tasks and a wide variety of issues.

JOB LOCATION: Nashville, Tennessee

**HOW TO APPLY:** Qualified candidates should send their resumes along with a cover letter to <u>Jason.Sams@tn.gov</u> by **November 6, 2019.** 

Position Status: Executive Service

Pursuant to the State of Tennessee's Workplace Discrimination and Harassment policy, the State is firmly committed to the principle of fair and equal employment opportunities for its citizens and strives to protect the rights and opportunities of all people to seek, obtain, and hold employment without being subjected to illegal discrimination and harassment in the workplace. It is the State's policy to provide an environment free of discrimination and harassment of an individual because of that person's race, color, national origin, age (40 and over), sex, pregnancy, religion, creed, disability, veteran's status or any other category protected by state and/or federal civil rights laws.